

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 18th July 2016 at 7.30pm.

Present: Cllr S Page (Chair), Cllr D Ashlee, Cllr C Graham, Cllr S Hehir, Cllr L Holmes, Cllr S Ingleton, Cllr D Martin, Cllr D Meekings, Cllr S Peck

In attendance: Mrs F Rolfe (Clerk), District Councillor D Rose (from 1955), County Councillor D Wood, 12 members of the public.

<p>HPC1607/01 Apologies: None</p>	
<p>HPC1607/02 Declarations of interest: None</p>	
<p>HPC1607/03 Public Recess: The new Tree Warden, Mr Robert Allinson, introduced himself to the Council. Cllr Page thanked him for taking on the role and suggested that he contact the previous Tree Warden to hand over any issues or documentation. A parishioner explained the thinking behind a weekly newsletter for the parish. A number of parishioners from Alton Green described the events leading to the flooding of their properties and proposals for dealing with this issue. A number of parishioners expressed concerns about rumours of closure of footpaths and other issues in their part of the village. Suffolk County Council: Cllr Wood updated the meeting on ongoing road maintenance issues some of which are now subject to legal interventions and which he will continue to monitor. He described issues with Community Transport and asked to be copied into all comments received by the PC regarding this. He encouraged the Council to respond to the consultations on the Orwell Crossings and the extension of the AONB. Babergh District Council: Cllr Rose has taken action on concerns raised and will continue to monitor this.</p>	<p>Clerk</p>
<p>HPC1607/04 To approve Minutes of the Parish Council meeting held on 20th June 2016 It was proposed by Cllr Ingleton and seconded by Cllr Meekings, that the minutes of the meeting held on Monday 20th June 2016 be approved. Those who had attended that meeting were in favour.</p>	
<p>HPC1607/05 Business remaining from previous meetings: 05.01 Reade Field: AP&L had advised the Clerk that the zip wire was beyond repair and that replacement parts would have to be purchased. Cllr Ingleton has taken this item as part of the Improvement Project. To date she has had no response from AP&L but considers that some of the work can be carried out locally. Health and Safety issues will be considered. This was agreed.</p>	<p>Cllr Ingleton</p>
<p>HPC1607/06 To receive a report from the Reade Field Improvement Project Committee meeting of 29th June 2016: Cllr Ingleton gave a verbal update. The core of the committee will be Cllr Ingleton, Cllr Holmes and Mr J Ambrose. Others will be co-opted as their skills are needed. It was proposed to survey the whole village to ask for their thoughts, but to prioritise the playground. It would be possible to raise money locally to undertake remedial works on the play surface. Samford Scouts are interested in joining the project and may be able to raise funds to</p>	

<p>support their interest in the Pavilion. They can also supply people to carry out tasks. An amount of paint and timber preservative has been donated by a local tradesman. The Co-op green token scheme is being considered. Cllr Ingleton suggested that the project should be a charity, as it would be possible to attract other funding if that were the case. The village survey will also gauge interest in a '250 Club' to help raise funds.</p>	<p>Clerk/Cllr Ingleton</p>																																			
<p>HPC1607/07 Correspondence received requiring a response and new business:</p> <p>7.01 To note the resignation of Councillor Clement and subsequent vacancy process. Cllr Clement had resigned due to increased work commitments. The Chairman extended the thanks of the Council to Cllr Clement for her input during her time as a councillor.</p> <p>7.02 To consider the request for funding for works to be carried out on Alton Green. Cllrs Page and Meekings explained the situation at Alton Green. The farmer involved is believed to be prepared to pay for some of the required remedial actions but not all. The amount that might fall to the Parish Council is not clear and would have to be taken from reserves. It was agreed that Cllrs Page and Meekings will meet with the farmer to discuss the options. Clerk to contact SWT for advice and an updated list of pond contractors. Cllr Meekings will obtain further quotes for plant hire.</p> <p>7.03 To receive an update on new food traders using the Community Car Park. The Village Hall Management Committee had offered a month's trial to the new traders, with their hours in line with the Fish and Chip van. The new kebab van is now parking on land belonging to the Swan and is open until 2200 on Friday and Saturday.</p> <p>7.04 To consider a suggestion about production of a Parish Newsletter. Councillors discussed the suggestion and resolved that there was no appetite for it at this time due to costs, time involved and the availability of other methods of communication.</p> <p>7.05 To consider a response to the Upper Orwell Crossings consultation. It was agreed that Councillors will give their thoughts to the Clerk who will collate and respond on behalf of the Council.</p> <p>7.06 To note the review by BDC of the Community Caretaker position. There has been no progress on the review to date, but the project seems to be rolling on a month at a time.</p>	<p>Clerk</p> <p>Cllr Page/Meekings</p> <p>Clerk</p> <p>All/Clerk</p>																																			
<p>HPC1607/08 Finance:</p> <p>08.01 Financial report from Responsible Financial Officer. (attached) The financial report was presented, there were no questions from those present. Cllr Graham inspected and signed for the Q1 bank reconciliation.</p> <p>08.02 Payments to be authorised: Cheques for the following amounts were approved, proposed by Cllr Graham and seconded by Cllr Martin, all in favour. The Eon electricity bill had been paid since the last meeting to meet the due date.</p> <table border="1" data-bbox="135 1814 1141 2098"> <tr> <td>34</td> <td>22/06/2016</td> <td>SALC Training Course</td> <td>£</td> <td>36.00</td> </tr> <tr> <td>35</td> <td>27/06/2016</td> <td>John Ambrose (goalpost fixings)</td> <td>£</td> <td>15.84</td> </tr> <tr> <td>36</td> <td>28/06/2016</td> <td>Eon (Pavilion electric bill)</td> <td>£</td> <td>31.75</td> </tr> <tr> <td>37</td> <td>04/07/2016</td> <td>Mr P Goodchild expenses</td> <td>£</td> <td>16.79</td> </tr> <tr> <td>38</td> <td>29/06/2016</td> <td>Vertas (Reade Field cutting)</td> <td>£</td> <td>281.92</td> </tr> <tr> <td>39</td> <td>18/07/2016</td> <td>Mrs F Rolfe salary</td> <td>£</td> <td>538.88</td> </tr> <tr> <td>40</td> <td>18/07/2016</td> <td>Mr P Goodchild salary</td> <td>£</td> <td>136.09</td> </tr> </table>	34	22/06/2016	SALC Training Course	£	36.00	35	27/06/2016	John Ambrose (goalpost fixings)	£	15.84	36	28/06/2016	Eon (Pavilion electric bill)	£	31.75	37	04/07/2016	Mr P Goodchild expenses	£	16.79	38	29/06/2016	Vertas (Reade Field cutting)	£	281.92	39	18/07/2016	Mrs F Rolfe salary	£	538.88	40	18/07/2016	Mr P Goodchild salary	£	136.09	
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41	18/07/2016	Post Office (HMRC PAYE)	£ 34.00	
42	15/07/2016	M&D Cordle (Alton Green cutting)	£ 120.00	
43	14/07/2016	G Boon (Reade Field cutting)	£ 80.00	
<p>HPC1607/09 Planning Matters:</p> <p>9.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:</p> <p>B/16/00618 13 Denmark Gardens, Holbrook IP9 2BG: Granted B/15/01353 Co-op, The Street, Holbrook IP9 2PZ: Granted B/16/00619 2 Woodlands Corner, Holbrook IP9 2PU: Granted B/16/00662 Tredici, The Street, Holbrook IP9 2PZ: Granted B/16/00532 Hillside House, Church Hill, Holbrook IP9 2PQ: Granted B/16/00657 Solway, Royal Hospital School, Holbrook IP9 2RU: Granted B/16/00664 Long Piece, Fishponds Lane, Holbrook IP9 2QZ: Granted</p> <p>9.02 Consideration of planning applications received:</p> <p>B/16/00783 Grange Meadow, Alton Green, Holbrook IP9 2RN: Erection of front porch and side extension (cart lodge). No objections.</p>				Clerk
<p>HPC1607/10 Councillors Reports:</p> <p>10.01 Councillors activities since the last meeting:</p> <p>Cllr Meekings had attended the Stour and Orwell Forum on 6th July which was interesting and useful, describing the balance between developing and protecting the AONB.</p> <p>10.02 Reports from Councillors relating to the Parish:</p> <p>Cllr Graham was concerned about the proximity of the trees to the road at the top of Primrose Hill as there had been two accidents in the last 12 months.</p> <p>Cllr Ashlee questioned where the name 'Admiral's Quarter' for the Ipswich Road development had come from. It is believed that this is just the name for the development and that formal street naming will follow.</p> <p>Cllr Peck asked whether the Council were aware of the welcome booklet that the Churches are producing. The Clerk had been contacted about this and it will be put on the next agenda.</p> <p>Cllr Page updated the Council on his upcoming house move and the potential impact this could have on his position on the Council.</p>				Clerk
<p>HPC1607/11 Items for future agenda:</p> <p>Response to consultation on Devolution Welcome Booklet</p>				Clerk
<p>HPC1607/12 Date of the next meeting:</p> <p>The next meeting of the Parish Council will be on 15th August 2016 at 1930 in the Village Hall.</p> <p>The meeting closed at 2055.</p> <p>Chairman Date</p>				